# TOURIST VISA REQUIREMENTS FOR INDIA and NEPAL

Total cost - One person - \$402

Total cost - Two people - \$780

Cost includes service fees, consular fees\* and return shipping
For delivery **outside the contiguous U.S**. please add additional \$35.00. 
For FedEx **Overnight Delivery** please add \$10.00 per address to the above costs

	Please Send to GENERATIONS VISA SERVICE: (see address below)
	Your <u>signed passport</u> : having three completely blank "visa" pages & six months validity beyond the
	travel date. For help with passport processing, including adding visa pages, call GenVisa at 800-845-8968.
_	Three (3) recent professional, high resolution, passport photos per person (approx. 2"x 2") on white
	background without glasses. Please do not attach photos - GenVisa staff will do it for you!
	One completed and signed <b>application</b> per person per country. <i>India requires</i> ONLINE submission. Please us
	the following link to access the application (make sure to sign within the box beneath the photo on the first page,
	as well as on the second page of the form). Please use the following link to access the online application:
	https://indianvisaonline.gov.in/visa/ Select processing office based on your state of residence! Please choose
	Multiple Entry, 120 months validity category on the application form. For manually completed/handwritten
	applications (pages 11-13 of the visa kit) include additional \$59 fee per person.
	Additional Particulars Form (page 14) must be completed by each applicant in addition to the application form.
	A copy of your flight/travel itinerary in each applicant's name provided by the tour operator.
	A clear photocopy of <b>Driver's License</b> as proof of residence for each person.
	_ A clear photocopy of the <b>Alien Registration Card for Non-US citizens</b> , permanent residents in the US.
_	Payment: a check or money order payable to GenVisa in US Dollars and drawn on a US bank.
	Complete and return this entire form with the requested materials – use a traceable form of delivery

Visa processing generally takes up to 8 weeks. If you need your passport returned within 45 days of submission: add \$100 per person for expedited service. If you are departing within 30 days: add \$150 per person for expedited service. If you are departing within 14 days: call GenVisa prior to sending your materials.

Important: Do not send your passport/materials more than 6 months prior to your tour departure date.

\*Consular fees, processing times and forms are subject to change without notice. For current requirements, terms and conditions updated forms and fees please check at: <a href="www.genvisa.com/globus">www.genvisa.com/globus</a>

# YOUR RETURN SHIPPING ADDRESS

Last Name:		_ First Name:	
Last Name:	ast Name: First Name:		
Return to: Home or Business (rec	ommended for security reason	s) Name & c/o:	
EXACT address:		Apt/Ste#:	Phone:
City:	State:	Zip Code:	
Date you need your passport: Your E-mail address (Important):			
Date <b>THIS TOUR</b> Departs the U.S.:			
_ '			elivery to GenVisa office, please check : http://returns.nrgsoft.com/genvisa.php
your full out of pocket visa(s) and particles Yes, I have added an additional No, I decline the optional insura	assport replacement costs up \$9.00 per person for the op ance and understand that in	to \$2,000. Please of to \$2,000 to \$2	edEx signature required upon delivery.]  y passport is lost or damaged;
Generations Visa Service liability is	limited to \$100 [No signati	ire required upon de	livery]

Mail materials to: GENERATIONS VISA SERVICE 2233 WISCONSIN AVE N.W. #311 WASHINGTON D.C. 20007-4126 1-800-845-8968



# **Important Tourist Visa Information for India**

Please read the following instructions very carefully before contacting GenVisa.

When applying for a tourist visa to India, please submit the following required items to GenVisa no earlier than 6 months prior to your departure:

#### **Passport**

- ✓ Please provide your actual **signed** passport with 6 months validity and two completely blank visa pages (please be aware that visas will **not** be issued on pages labeled "Amendment or Endorsement)."
- ✓ Passports **cannot** be frayed, torn, separated or altered in any way.
- ✓ For information on obtaining a passport renewal or additional passport pages please go to <a href="http://www.genvisa.com/">http://www.genvisa.com/</a>.

#### **Photographs**

- ✓ Two recent (approximately) 2" x 2" passport type photographs, in color, front view with a white background. Please note these photos must have been taken within the past six months.
- ✓ Photos must be printed on photo paper. Photos do not need to be signed.
- ✓ Home photos, digital and non-passport photos are **not acceptable**.
- ✓ Glasses **cannot** be worn in these photos; photos should **not** be stapled to the application, please paperclip the photos to the documents and GenVisa will attach the photos once they are in the office.

#### **Proof of Residential Address**

- ✓ You must provide a clear copy of your driver's license: The copy must display your home address as it appears on your visa application form.
- ✓ If a PO Box or old home address is listed on your driver's license then please submit a copy of a major utility bill (water, gas, electric, sewage) showing your current home address.
- ✓ Do **not** cut your driver's license copy down to its actual size or enlarge the photocopy. Please have a copy made on a regular size paper.

# **Visa Application Form**

- ✓ Application forms must be printed on two separate pieces of paper. Application forms printed back to back on a single page are **not** acceptable.
- ✓ Applicants are required to sign the visa application in two places. On page one, the applicant must sign completely inside the box located under the photo area, if any part of the signature is outside of the box, the application will be rejected. On page two, the applicant must sign on the dotted line at the bottom of the page. Both signatures are required for the Indian Embassy to process a visa, if only one signature appears it will be rejected.
- ✓ The online Indian Visa Form has the option to upload a photo to the application. Please do not upload the photos and instead send the unattached passport photos to GenVisa.
- ✓ Please be aware that all dates on the application form are in the DD/MM/YYYY

format.

- ✓ Non-US passport holders will also need to submit proof of their immigration status. Please include a copy of your green card or immigration paperwork. Please do not send your original green card unless asked to do so by a GenVisa representative.
- ✓ Customers have been experiencing connectivity problems on and off when completing the Indian visa application form. We do apologize for the inconvenience, but as this form is not hosted by GenVisa, we are unable to offer technical support and very limited assistance with questions regarding the usability of the website. Please write down the temporary file number that is assigned at the beginning of the application in order to reenter a partially completed form.
- ✓ Once the application is completed, you will be **unable** to edit or alter your application in any way. Any error will need to be fixed before submitting the document online since errors; omissions and mistakes **cannot** be edited or fixed by GenVisa. Please double-check your application for typos and inaccuracies before submitting the document in order to avoid delays.

# **INSTRUCTIONS:**

\*\*\*Please follow these instructions very carefully in order to avoid any delay in processing. \*\*\*

1. The Embassy of India has instituted a web-based visa application form. The application must be completed online and can be found at <a href="http://indianvisaonline.gov.in/visa/">http://indianvisaonline.gov.in/visa/</a>.



- 2. Please click on **REGULAR VISA APPLICATION** link to start the application process.
- 3. Please select United States as the country where you will be applying for your visa.





For **Indian Mission**, please find your corresponding processing office based on your state of residence.

#### Office of New York, NY

#### This location services residents of these states:

Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Ohio, Pennsylvania, Rhode Island, Vermont

## Office of Chicago, IL

#### This location services residents of these states:

Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, North Dakota, South Dakota, Wisconsin

### Office of Houston, TX

#### This location services residents of these states:

Arkansas, Colorado, Kansas, Louisiana, Nebraska, New Mexico, Oklahoma, Texas

# Office of Atlanta, GA

#### This location services residents of these states:

Alabama, Florida, Georgia, Mississippi, Puerto Rico, South Carolina, Tennessee, Virgin Islands

# Office of Washington DC

#### This location services residents of these states:

Delaware, District Of Columbia, Kentucky, Maryland, North Carolina, Virginia, West Virginia, Armed Forces Pacific, Armed Forces Americas, Armed Forces Europe, Bermuda, Marshall Islands, Micronesia, Palau

### Office of San Francisco, CA

### This location services residents of these states:

Alaska, Arizona, California, Guam, Hawaii, Idaho, Montana, Nevada, Northern Marianas, Oregon, Utah, Washington, Wyoming

- 4. Nationality: United States
- **5. Date of Birth:** Please fill in your date of birth
- 6. **Email ID:** Your email address
- 7. **Re-enter Email ID:** Confirm email address
- 8. Expected Date of Arrival: Date you will arrive in India
- 9. Visa Type: Tourist Visa
- 10. Enter Access Code and Continue



Please copy the **Temporary File Number** listed in pink, as you will need this number to complete the form if you chose to leave the application mid-way through the process.

# **Applicant Details**

Applicant Details		Help in English
Surname (as shown in your Passport)		Surname/Family Name (As in Passport)
Given Name/s (as shown in your Passport) *		Given Name/s (As in Passport)
Have you ever changed your name? If yes	s, click the box $\square$ and give details.	If You have ever changed your Name Please tell us.
Sex*	Select	Sex
Date of Birth *	17/12/1987	Date of Birth as in Passport in DD/MM/YYYY format
Town/City of birth *		Province/Town/City of birth
Country of birth *	Select	Country of birth
Citizenship/National Id No. *		If not applicable Please Type NA
Religion *	Select 💠	If Others .Please specify
Visible identification marks *		Visible identification marks
Educational Qualification *	Select	Educational Qualification
Nationality *	UNITED STATES OF AMERICA	Nationality
Did you acquire Nationality by birth or by	naturalization? *	Did you acquire Nationality by birth or by naturalization?
	Select One ‡	
Prev. Nationality	Select Previous Nationality	If you have acquired Nationality by naturalization specify Previous Nationality

**Surname**: Last name as in the passport

**Given Name**: First name and middle name /initial, depending on how it's listed in the passport

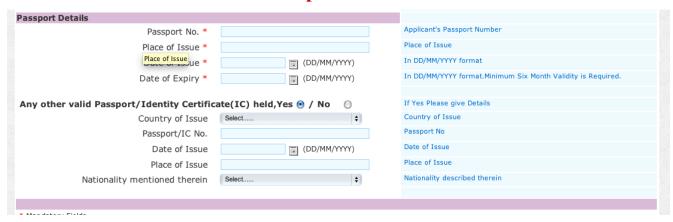
Town/City of Birth: City, State

Citizenship/National ID Number: Driver's license number or state ID card number Visible Marks: Refers to any visible body marks such as moles, scars, tattoos on your face or arms.

**Educational Qualifications**: ✓Below Matriculation: Less than a 10<sup>th</sup> Grade education ✓Matriculation: 10<sup>th</sup> Grade level of education ✓Graduate: College or university degree ✓Illiterate: No formal education

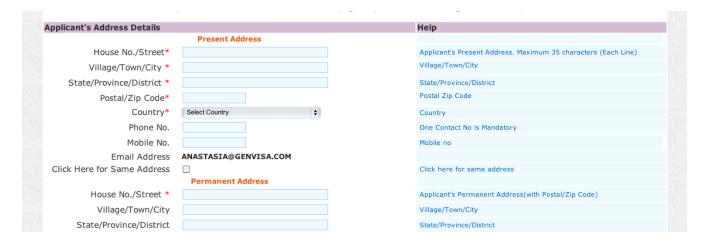
If you obtained US Citizenship by Naturalization, please select "Naturalization" and select your "Previous Nationality".

### **Passport Details**



**Place of Issue:** For US Passport holders write "USA" or "US Department of State". For Non-US Passport holders please look under "Authority".

# **Applicant's Address Details**

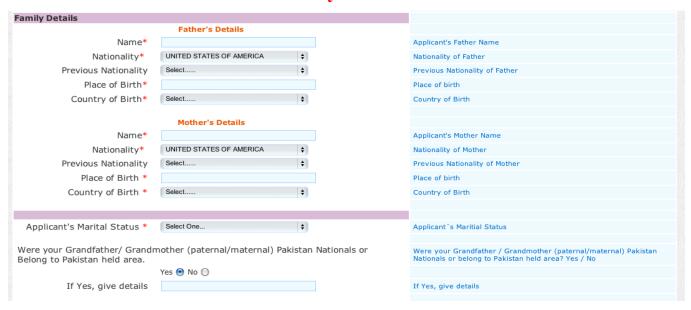


**Present Address**: Please do not use a PO Box, the Indian Embassy is asking for a complete PHYSICAL address. This address must match the address on your driver's license or utility bill.

PLEASE NOTE: ACCORDING TO THE NEW SECURITY PROCEDURE, THE INDIAN OUTSOURCING COMPANY WILL RETURN YOUR PASSPORT(S) DIRECTLY TO YOU TO THE ADDRESS PROVIDED ON THE APPLICATION FORM, MATCHING THE ADDRESS ON YOUR DRIVER'S LICENSE.

**Phone No**: Although there is not a red star next to phone number, you will need to fill in either home or mobile phone number.

## **Family Details**



Please fill out the family information even if the mother or father is deceased. Please list your mother's married name.

Place of Birth: please list the name of the city and state

If **Applicant's Marital Status** is un-married, select "single", if married, please list your spouse's information.

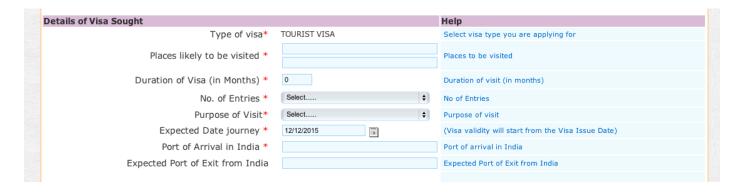
# **Profession/Occupation Details of Applicant**



**Present Occupation**: If retired, please select "Retired" from the drop down menu and then fill in "NA" for anything with red stars next to it. Please note that if you select "Housewife" you will be required to fill in the occupation of your father or brother. If employed, you must list the company's name, address with city, state, zip code and phone number.

**Past Occupation**: If retired, please select your previous employment from the drop-down menu.

## **Details of Visa Sought**



**Type of Visa: Tourism** 

Places likely to be visited: Cities in India to be visited

**Duration of Visa (in months): 120** 

No. Of Entries: Multiple Purpose of Visit: Tourism

Port of Arrival in India: The first city you enter in India (usually by flying into New

Delhi).

Port of exit is also recommended to be entered.

#### Previous Visa/Currently Valid Visa Detail & Other Information

Previous Visa/Currently valid Visa Details		
Have you ever visited India before?	Yes ○/ No ⊙	If Yes Please give Details
Has permission to visit or to extend stay in Ind	Refuse Details Yes /No	
Other Information		
Countries Visited in Last 10 years	A	Countries visited in last 10 years (comma separated)
SAARC Country Visit Details		
Have you visited SAARC countries (except your o	Have you visited "South Asian Association for Regional Cooperation" (SAARC) countries (except your own country) during last 3 years? Yes	
Yes ○/ No •		/No

Have you ever visited India before?: select "No", IF you have visited India before select "Yes" and list details from previous visit.

Has permission to visit or to extend stay in India previously have been refused? Select "No", IF you have been refused visa before please list details.

**Other Information:** list countries visited in past 10 years.

**SAARC Country Visit Details:** Have you visited "South Asian Association for Regional Cooperation" (SAARC- Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan, Sri Lanka) countries in past 3 year? : select "No", IF you have visited SAARC Countries please list details.

#### Reference



**Reference Name in India**: Please list COMPLETE PHYSICAL address including the name, city, state, zip code and phone number of a hotel you will be staying at in India. If traveling by Cruise, state cruise line office address in India or port address where the ship is docked.

Reference Name in United States of America: Please list a family member's or tour operator's FULL PHYSICAL address including the name, city, state, zip code and phone number.



Click "Save and Continue" to proceed with application without uploading a photo.



Please double check all information listed below and if anything needs to be edited click the "Modify /Edit" button at the bottom of the screen.



Once all the information is complete please click "Verified and Continue." Please note once your click "Verified and Continue" no changes can be made to the application.



Once the application is complete please keep the "File Number" for your records. Once you have copied or printed out that number then please use the "Print Form" button to print the two-page document. Select "FIT TO PAGE" for printer settings.



# White Glove India Visa Service: \$59 per application

If you would like help with Online India Visa Application, simply answer <u>legibly</u> and completely ALL the questions below in pen and return to GenVisa with the rest of the required information listed on Tourist Visa Requirements for India form.

**Instead of completing the online application form**, each client will fill out (in pen) the following three-page document with the required answers. We will then input your information into the online visa application form and submit for processing.

To order the India Visa White Glove Service legibly fill out the following form for each traveler. Please make sure to provide accurate and complete answers. Failure to do so may result in delays and additional fees. Some of the fields are prefilled for your convenience. You do not need to modify those entries unless you have a unique travel situation. In addition to this form please fill out and submit for each person traveling enclosed *ADDITIONAL PARTICULARS FORM FOR VISA SERVICES*.

Please Note: The online visa application form is an Indian government run website; therefore GenVisa is unable to offer technical support to applicants completing their own applications. Applicants, who chose to complete online application themselves, should take great care to fill in the information correctly. Any mistakes will delay processing and/or require the process to be repeated.

	QUESTIONS		ANSWERS	1. •	
	APPLICANTS INFORMATION				
1.	Surname, as in passport				
2.	Given Names (first, middle)				
3.	Other names used (maiden, etc.)				
4.	Place of Birth (TOWN, State, Country)				
5.	Driver's License Number				
6.	Religion				
7.	Visible Identification Marks (moles, scars,				
	tattoos on your face or arms)				
8.	Education (List your highest education)				
9.	Marital Status	□Single	☐ Married	□Divorced	
		☐ Widow	ed		
10.	Spouse's Full Name as in passport				
11.	Spouse's Nationality				
12.	Spouse's Previous Nationality				
13.	Spouse's Place of Birth (TOWN, State,				
	Country)				

#### PASSPORT DETAILS

TIBOT ON PETIMES		
14.	Passport number	
15.	Place of Issue	
16.	Date of issue (dd/mm/yyyy)	
17.	Date of expiry (dd/mm/yyyy)	
18.	Current Nationality	

#### APPLICANT'S ADDRESS DETAILS

19.	House Number and Street (NO PO BOX)	
20.	City and State	
21.	Zip Code	
22.	Phone Number	
23.	Email Address (please print)	

# FAMILY DETAILS

24.	Father's Full Name	
25.	Father's Nationality	
26.	Father's Place of Birth (TOWN, State,	
	Country)	
27.	Mother's Full Name	
28.	Mother's maiden name, if known	
29.	Mother's Nationality	
30.	Mother's Place of Birth (TOWN, State,	
	Country)	
31.	Were your Grandfather/Grandmother	
	Pakistan Nationals or Belong to Pakistan	
	Held Area?	

# PROFESSION/OCCUPATION DETAILS OF APPLICANT

32.	Present Occupation	
33.	Employer/Business Name	
34.	Designation/Position	
35.	Employer's Full Address	
36.	Employer's Phone Number	
37.	Past Occupation	
38.	Military Service (if yes, please list	
	organization, designation, rank and	
	station)	

# VISIT DETAILS

39.	Type of Visa	TOURIST
40.	Places to be visited (cities in India)	

41.	Number Of Entries	MULTI
42.	Duration of Visa	120 MONTHS
43.	Date of arrival (dd/mm//yyyy)	
44.	Port of Arrival	
45.	Port of Exit	
	PREVIOUS VI	ISA DETAILS
46.	Have you ever visited India? If Yes,	
	Please list details why and when?	
47.	Has permission to visit or to extend stay	
	in India previously have been refused?	
48.	Have you visited "South Asian	
	Association for Regional Cooperation"	
	(SAARC- Afghanistan, Bangladesh,	
	Bhutan, India, Maldives, Nepal, Pakistan,	
	Sri Lanka) countries in past 3 year? If yes,	
	please indicate when and list details.	
49.	Countries visited in past 10 years (list just	
	Names of the countries you have visited	
	In last 10 years)	

Signature:	
Date:	_
Additional Information:	

50. Reference Name in India (Name and

51. Reference Name in United States (Name, Complete physical address and phone

Address of first hotel)

Number)

**Please note** - All questions <u>must</u> be answered with details. Where applicable, please answer as **Yes or No. Do not** answer as **N/A**. Incorrect / Incomplete applications and applications answered in N/A **will not be processed**.

1.	Name of Applicant	:
2.	Passport Number and Nationality	:
3.	Please specify whether holding dual nationality.  If yes, please provide name of countries and passport numbers	:
4.	Any previous Nationality held? If yes, specify	:
5.	Name of Spouse and current Nationality	:
6.	Any other Nationality previously held by spouse? If yes, please provide name of countries and passport numbers	:
7.	Has the applicant ever changed his/her name? If yes, specify details and submit appropriate documentation for the same	:
8.	Did the applicant or his/her parents or his/her grandparents ever hold the citizenship of Bangladesh, Afghanistan, Bhutan, China, Nepal or Sri Lanka at any point of time? If yes, please provide details	:
9.	Whether the applicant or his/her parents or his/her grandparents ever hold the citizenship of Pakistan, or NICOP (National Identity Card for Overseas Pakistanis) or POC (Pakistan Origin Card)? If yes, specify details	:
10.	Did the applicant work before or is currently Working with Armed Forces/Police/Para-Military Forces/Government service? If yes, name of Organization, Designation, Place of Posting and Rank should be given	:
11.	Did the applicant ever hold official/diplomatic passport? If yes, specify details	:
12.	Current Employment status along with full details of employer	:
13.	Has the applicant ever been convicted of any criminal offense or is currently facing criminal charges in any court of law? If YES, specify details.	:
14.	Has the applicant or any of his parents ever applied for asylum? If yes, specify details	): :

#### **DECLARATION**

I hereby declare that the above particulars are true. I also agree that in case any false information is given in the above form, appropriate action as per Government of India rules and regulations may be taken against me, including but not limited to revoking of issued Visa and any other action as deemed fit by the Government of India or its agencies.

Date :	
Place :	(Signature of the Applicant)

#### **Embassy of Nepal**



2730 34th Place, NW, Washington D.C. 20007

	AAf <b>f</b> iffix
The Ambassador	Affix
I would like to request for the issuance of the Tourist Visa	

I WOULD LIKE I	io request ior	lile issualice (	טו נווכ	i bui ist visa
	•			

1. Full Name:						
1 a. Gender:	Male	Female	Other			
2. Nationality:						
3. Place of Birth:						
4. Date of Birth:						
5. Phone / Cell No	.:					
5 a. Email:						
6. Permanent Add	ress:					
6 a. Address in Ne	pal:					
7. Occupation:						
8. Passport No.:						
8 a. Date and Plac	e of Issue:					
8 b. Date of Expiry	<i>r</i> :					
9. Purpose of Visit						
9 a. Expected Date	e of Arrival in	Nepal:				
12. Duration of Sta	y in Days:					
13. Number of Pre	vious Visits, if	Yes Date/Duration:				
14. Source of Expenditure While Staying in Nepal:			Self	Sponsor		
15. Are You Holding a Passport of Any Other Country:			: Yes	No		
15 a. Passport No.	:					
15 b. Country:						
Visa Fee (Money	Order or Cas	hier's Cheque				
(nly) \$30.00 for 15 Days Multiple Entry			Signature of the Ap	plicant		
Please Check		or 30 Days Multiple	•		Date:	
	\$ 125 00	for 90 Days Multiple	Entry			

Office Use Only

Issuing Officer

1. Entry Visa No.:

2. Date of Expiry:

1. Gratis, If Any:

2. Date of Issue:

4. Visa Sticker No.:



# **Smart Traveler Enrollment Program**

"Stay Informed, Stay Connected, Stay Safe!"

For a nominal fee Generations Visa Service will register you and your travel details with the nearest U.S. Embassy or Consulate in the countries you are visiting. This registration allows the US government to efficiently safeguard its citizens while overseas.

#### **Benefits of Enrolling in Smart Traveler Enrollment Program:**

Traveler #1's full name (LAST, First, Middle):

- Receive important information from the Embassy about up-to-the-minute safety conditions in your destination country, helping you make informed decisions about your travel plans.
- Help the U.S. Embassy contact you in an emergency, whether natural disaster, civil unrest, or family emergency.
- Help family and friends get in touch with you in the case of an emergency.

#### Personal Information (Pease fill out legibly in block letters)

Date of Birth (MM/DD/YYYY):	Date of Birth (MM/DD/YYYY):		
Gender: Male Female	Gender: Male  Female		
Passport Number: P	Passport Number: P		
Email Address*:	Email Address*:		
Phone Number:	Phone Number:		
*Email addresses will not be used for solicitation purposes			
<u>Travel I</u>	<u>nformation</u>		
Country #1:	Country #2 (if applicable):		
Approx. Date of Entry (MM/DD/YYYY):	Approx. Date of Entry (MM/DD/YYYY):		
Approx. Date of Exit (MM/DD/YYYY):	Approx. Date of Exit (MM/DD/YYYY):		
Name and Address of the first hotel:	Name and Address of the first hotel:		
Name of the Tour Operator: Globus Family	Name of the Tour Operator: Globus Family		
(866)755-8581	(866)755-8581		
☐ <b>Yes</b> please enroll me in Smart Traveler Program 1	have added an additional \$15.00 per person for this service.		
Please include STEP enrollment fees in the total p	• •		
·			
Please note: If you receive an email confi	rmation from the Department of State titled		

"Smart Traveler Enrollment Program Invitation," one of our agents has enrolled you in the Program with the information provided. No further action is necessary on your part.

Traveler #2's full name (LAST, First, Middle):